

6.7 **RE-ASSIGNMENT OF FREQUENCIES:**

All agencies participating in the use of this new 800 MHz spectrum shall prepare and submit a plan for the abandonment of any currently licensed frequencies in the lower bands that are presently being used for the activity to be conducted on the new 800 channels. The regional planning committees would have the freedom to consider below-800 MHz public safety bands in further development of their regional plans, but the licensing of channels in these bands would continue to be conducted through existing frequency coordination procedures.

Lower band Frequencies that are replaced by these 800 MHz channels can not be automatically retained or "handed down" to another agency in their respective jurisdiction. Such re-use of frequencies can only be accomplished through the regular procedures followed for a new application.

The time frame allowed for phasing out of lower band frequencies and into 800 MHz and will normally be one (1) year. Any agency requiring more than one year must provide documents stating the reasons for the delay and give the estimated time of completion. Such extensions are subject to approval by the FCC.

6.8 **UNUSED SPECTRUM:**

Since all of the frequency spectrum is not needed at this time, the excess channel pairs will be returned to a reserve pool. These channels may be used for conflict with adjacent Region allocations or may simply remain within this Region until needed. This does not imply that these frequencies are unavailable, only that before they can be utilized within the Region they must be coordinated via the regular APCO coordination process and within the guidelines set forth in this plan. Where possible, the channels designated for a jurisdiction in this plan shall be used.

Additional assignments to be made from the "unused spectrum" pool, when proposed for areas within seventy-five (75) miles of a bordering State or Region, shall be first coordinated with that bordering state or region.

6.9 **COORDINATION OF STATE-WIDE/ COMMON CHANNELS:**

As the use of the five National channels is not considered a day-to-day function, coordination for the use of these channels is not considered to be necessary or advisable. The use of these channels will always be on a non-interference basis, with on-the-air coordination at the time of use when

required. Any user found to be operating in any manner other than this shall be considered to be operating improperly and subject to the existing Federal Communications Commission rules for willful interference with the communications of other users.

The block of thirty (30) additional channels allocated for "state-wide" use were derived from the alternating blocks of thirty (30) channels used in the Illinois, Indiana, Michigan and Wisconsin Regions.

7.0 INITIAL SPECTRUM ALLOCATION:

7.1 FREQUENCY SORTING METHODOLOGY

The initial spectrum allocation for the Region was determined by a computerized frequency sorting process performed by APCO/CET. The purpose of the computer program which assigns frequencies to specific eligibles, where specified, and to pools for future assignments is two-fold, a) they must result in a high degree of spectrum efficiency, and b) they must result in a low probability of co-channel and adjacent channel interference.

Since the desired output is a geographic sorting of frequencies, a method of defining geography must be part of the input. A list of the number of channels to be assigned in each geographic area is also required, along with the name of the eligible, if specified, or pool. Acceptable interference probabilities are determined for the Region. Frequency assignments are then made using a computer program which satisfies the goals of spectrum efficiency and interference protection. The following narrative describes the factors and process used by the computer program.

7.2 GEOGRAPHIC AREA:

For the purpose of this frequency sort, a geographic area is defined as one or more circles of equal radius. To the degree practical, the circle(s) should include the entire area of the geo-political boundary, but not exceed the boundary by more than three (3) miles. Thus, the procedure is to gather maps of sufficient detail, outline the areas to be defined, determine the coordinates and radius of the circles which define each area, and tabulate the data.

7.3 DEFINE THE ENVIRONMENT:

The environment of each system is defined according to the Okumura/Hata method of classifications described elsewhere in this Plan.

7.4 BLOCKED CHANNELS:

In the Region there are five mutual aid channels which must be blocked out to prevent the computer from making assignments on these channels. (Since the mutual aid channels are spaced at 0.5 MHz intervals, other Region-wide systems are spaced at 0.5 MHz and placed adjacent to the mutual aid channels. This procedure reduces the impact of blocked adjacent channels by virtue of the fact that the channel plan already has protection spacing on each side of the mutual aid channels.)

These Region-wide blocked channels are identified by FCC channel number, tabulated and they become input to the computer program.

7.5 TRANSMITTER COMBINING:

The computer program is designed to provide a minimum frequency separation between any two channels assigned to the same eligible at the same site. This separation is provided in order to enable more efficient combining of multiple transmitters to a single antenna. These separated blocks of frequencies also have a maximum size. That is, if the eligible has more frequencies than the maximum size of the combining block, then a second compatible block is created, and so on. Each of these parameters is adjustable in the program on a global basis. The default parameters chosen are 0.25 MHz minimum spacing and five channel blocks.

7.6 SPECIAL CONSIDERATIONS:

There are licensees in the 806-821/852-866 MHz spectrum who plan to expand existing systems into the 821-824/866-869 MHz bands. Some of the existing radio units are unable to operate on 12.5 KHz separated carrier frequencies. The result is that these radios can only operate on "even" FCC numbered channels in the 821-824/866-869 MHz band. The computer program is able to take this into account when making assignments.

7.7 PROTECTION RATIOS:

There are two interference protection ratios built into the computer program. One is for the co-channel case, the other is for the adjacent channel case. The ratios provide 35 dB Desired/Undesired signal ratio for co-channel assignments, and 15 dB Desired/Undesired ratio for the adjacent channel case. These ratios provide an acceptable probability of interference for Public Safety Services.

7.8 ADJACENT REGION COORDINATION:

The computer program requires a listing of channels

to be blocked along the borderline with other regions which have pre-existing plans. If the adjacent region plan was developed using the APCO/CET packing program, this information exists in the data base.

All regions bordering Minnesota are being "packed" by the APCO/CET program and have received a copy of this Plan.

Although channels 628, 666, 704, 742, 780, and 820 have been assigned in certain Minnesota counties their proposed use within seventy-five (75) miles of the Wisconsin border must first be coordinated with the Wisconsin Region.

Channels assigned for Statewide use and their adjacent guard channels are to be shared and coordinated with the adjacent States and Regions.

7.9

FREQUENCY ALLOCATION PROCESS:

The method used for "packing" Region 22 was also the APCO/CET computerized method. The approximate geographical location for the center of each county, in latitude and longitude, were provided along with the environmental type of the county and the approximate radius to cover the county lines. Along with this information, a list of frequencies to block along the adjacent region's border was included. The actual assignment of frequencies is for a minimum of four (4) channel-pairs to be used in each county. To the extent possible the "one channel per 25,000 population formula" was followed for the greater seven county Minneapolis/St. Paul metropolitan area however this was not entirely possible. In anticipation of expected rapid growth for certain "outer-ring counties" in and adjacent to this metro area, the committee attempted to allocate more than the minimum of four channels however this was not possible.

Twenty-seven (27) channels have been allocated for "state-wide" assignments for use by the State of Minnesota. These channels shall provide the various state agencies with the channel capacity to insure the interoperability necessary when employing many different agencies and governmental service providers over large areas and requiring command and control over such wide spread operations.

Three (3) channels have been allocated for "statewide" assignments for use by all eligible applicants requiring wide area coverage such as drug enforcement or other application requirements not appropriate for the five National Mutual Aid

Channels.

7.10 **FREQUENCY ALLOCATION MAP:**

EXHIBIT "H" illustrates the geographical outlines of the State of Minnesota and its eighty-seven (87) counties.

EXHIBIT "D" describes the theoretical site locations within each county that were used by the APCO/CET computerized packing program.

EXHIBITS "E" and "F" contain the resulting channel assignments for each county or other service area.

EXHIBIT "G" contains a listing of channels that could not be considered for assignment within the respective counties.

8.0 **COMMUNICATIONS REQUIREMENTS:**

8.1 **"Common Channel" ("Mutual Aid") Implementation**

A very essential requirement of this plan and benefit to be derived from its implementation is the needed enhancement of inter-agency communications, not only between agencies based in a common geographical area but also by transient vehicles from other jurisdictions who may be assisting or otherwise traveling outside their service area(s). Five (5) channels in this 800 MHz allocation have been mandated by the FCC for this "common channel" purpose, one of which is a nation-wide "calling channel" to be used only for the purpose of establishing initial contact when inter-agency communications is desired.

8.1.1 **ADDITIONAL "COMMON CHANNELS" FROM THE 806 MHz BAND.**

In addition to the five Mutual Aid channels required by the FCC, the Region 22 Committee recommends that three (3) additional channels, to be obtained from the 806 MHz allocation, be likewise designated as "statewide mutual aid" channels.

Specific channels recommended for this purpose are:

Channel 240 - Intended for "High Level Law"

Channel 280 - Intended for "High Level Fire"

Channel 320 - Intended for "Low Level Law"

Use of these three particular channels would be prioritized as follows:

Priority 1 - Disaster and extreme emergency operations for mutual aid and inter-agency communications.

Priority 2 - Emergency or urgent operation involving

imminent danger to the safety of life or property.

Priority 3 - Special event control activities, generally of a pre-planned nature, and generally involving joint participation of two or more agencies.

Priority 4 - Single agency secondary communications."

The implementation of the International Common Channels must follow the guidelines as set forth by the Federal Communications Commission by the approval of the National Plan. These five common channels are accessible by all levels of government and shall be used in accordance with the provisions of the National Plan.

As new 800 MHz "service areas" are developed, for example a "county", provisions must also be made to provide for communications on at least two (2) of the national common channels (the "calling" plus a "TAC" channel) throughout the service area. Considering the number of jurisdictions served, their diversity in mission, and quantity of mobile units, additional "TAC" channels may be required.

It is beyond the scope of this Plan to identify the source of funding for such equipment however a cooperative effort by all jurisdictions may be most acceptable. The "licensee" in most instances should be the County throughout which the system is intended to cover.

In those instances where only an individual agency, or only a small percentage of agencies in a "service area" applies for 800 MHz channels and ~~others in the area continue to use lower frequency~~

Mutual aid stations required by this Plan must be capable of functioning as a mobile relay station. Mobile units, including portable transceivers, must also have the capability of communicating directly to other similar units without the mobile relay station in what is commonly referred to as "talk-around".

The four International Tactical (ITAC) Channels will be assigned State-wide, for use as needed by all eligible licensees. These channels are to be used in accordance with the National Plan and in compliance with the regulations as set forth by the Federal Communications Commission. These channels require no special licensing for mobile and portable transceivers, only that the users have an authorization for Public Safety 800 MHz channels as specified in section 90.617 (a) of the FCC Rules and Regulations. Control stations must be licensed in the name of the department where installed.

8.2 AREAS OF OPERATION:

The common channels shall be available for use throughout the Region. No specific locations are specified within the Region.

8.3 OPERATION ON THE COMMON CHANNELS:

Normally, the five inter-operable channels are to be used only for activities requiring inter-communications between agencies not sharing any other compatible communications system. Inter-operable channels are not to be used by any agency for routine, daily operations. In major emergency situations, one or more ITAC channels may be assigned by the primary Public Safety Agency within that area of operation. The primary Public Safety agency in each county, if not defined elsewhere in the plan, should be the County Sheriff, State Patrol, or other Public Safety Department that has assumed the role of "incident commander" for the incident being attended, which may be any agency licensed to operate in this

procedures for the implementation, administration and use of these "common channels" on a state-wide basis. The committee must have a fair and proportionate representation by all the various user categories eligible for and using these channels. If acceptable by the State of Minnesota's Commissioner of Public Safety, this task may be performed by the existing "MINSEF" Committee that oversees the use of the 155.475 MHz Emergency channel throughout the state. In the absence of any such commitment by that "MINSEF Committee" the Regional Review Committee must assume this responsibility.

8.4 OPERATING PROCEDURES: (MUTUAL AID CHANNELS)

On all Common Channels, plain English will be used at all times, and the use of unfamiliar terms, phrases, or codes will not be permitted.

8.4.1 International Calling Channel (ICALL):

The ICALL channel shall be used to establish contact with other users in a particular Region that can render assistance at an incident. This channel shall not be utilized as an on-going working channel. Once contact has been established between agencies, an agreed upon ITAC or mutual aid channel shall be used for continued communications.

8.4.2 International Tactical Channels (ITAC-1 -ITAC-4):

These frequencies are reserved for use by those agencies involved in inter-agency communications. Incidents requiring multi-agency participation will utilize these frequencies as directed by the control agency assuming responsibility for an incident or area of concern. These frequencies may be subdivided according to function in an incident or by geographical location in response to an incident. Unless otherwise provided for by the Region Review Committee, it is recommended that the following assignments for ITAC-1 through ITAC-4 be used where user diversity requires it.

ITAC-1.....	Law Enforcement
ITAC-2	Fire Services
ITAC-3	Emergency Medical Services
ITAC-4	Command and Control

8.5 CODED SQUELCH (MUTUAL AID CHANNELS):

All equipment capable of operating on the five (5) common channels shall be equipped with the National Common Tone Squelch of 156.7 Hz. Mobile relays on these channels, if authorized, may use additional tone or digital squelch codes for the purpose of selecting individual mobile relay stations, provided

output. If such an arrangement is utilized, provision must also be made for certain centralized, high level sites to be activated by the 156.7 tone to ensure emergency access by transient units.

8.6 NETWORK OPERATING METHODS:

Communications systems on ITAC-1 thru ITAC-4 will be implemented by agencies who volunteer on a distributed coordinated basis. Every primary geographic section of the Region is intended to be covered by at least one ITAC channels. In many areas the common channels will be utilized on a mobile to mobile talk-around basis. Mobile relays on ITAC-1 thru ITAC-4 will be on a limited coverage design to permit reuse of the channel several times within the Region and in adjacent regions. Since Region 22 will probably not have a large number of stationary ITAC Channel stations, the implementation of mobile relay or repeaters is strongly encouraged. This will fill an "on-scene" requirement for most multi-agency response situations.

Adjacent region coordination will be via existing mutual aid coordination procedures with the requesting region establishing the tactical frequency assignment.

9.0 TRUNKING REQUIREMENTS:

All systems operating in the Region having five or more channels will be required to be trunked. Those systems having four or less channels may be conventional however it is strongly recommended that any entity licensing three or more "repeaters" use trunking technology in their equipment.

The FCC in its Report and Order states: "Exceptions will be permitted only when a substantial showing is made that alternative technology would be at least as efficient as trunking or that trunking would not meet operational requirements. Exceptions will not be granted routinely and strong showings as to why trunking is unacceptable must be presented in support of any request for exception."

Depending on systems loading and the need for multiple systems within an area, operators of wide area systems (including, but not limited to, designated "Monitoring Agencies") must provide for coordination between area-wide systems and "Monitoring Agencies". Single municipalities or agencies must restrict design and implementation of their systems(s) to provide only the communications needed within its geopolitical boundaries. The use of trunked systems is

encouraged, however if the total number of radios in service does not reach minimum loading criteria for a trunked system, that user must consider utilizing the next higher system level if 800 MHz trunked radio is available in the area. As systems reach capacity, the smaller system users must consider consolidating their communications systems to formulate one large trunked system.

10.0 **CHANNEL LOADING REQUIREMENTS:**

An agency/jurisdiction requesting its first single frequency to replace a frequency currently in use that will be turned back for re-assignment will not be required to meet loading requirements in order to obtain the new frequency. However, if the single frequency is not loaded to more than 50 units within three years after the license is granted, the frequency will be available for assignment to other agencies on a shared basis in the event that other frequencies meeting the criteria for assignment are exhausted. Shared use of a frequency is not interference free.

Agencies/jurisdictions requesting multiple frequencies or employing trunking technology shall comply with the loading standards as outlined below.

Agencies requesting additional frequencies must show loading of 100 percent or greater on their existing system.

Systems that do not meet established loading standards can be required to share such frequencies on a non-exclusive basis. Those agencies requesting Data channels only can be required to share channels with adjacent agencies wherever feasible or limit cover age to their geographic area. Exceptions will be considered on a case-by-case basis by the Regional Review Committee.

Should a demand for frequencies exist after allocated frequencies become exhausted, any system having more than one channel assigned under this plan four or more years previously and not loaded to at least 70 percent may be required to forfeit a sufficient number of channels to bring their system into compliance with the 70 percent loading standard. Frequencies lost in this manner will be re-allocated to other agencies to help satisfy the demand for additional frequencies.

10.1 MINIMUM LOADING TABLES FOR ANALOG MODULATION SYSTEMS

		UNITS PER CHANNEL	
		(Conventional)	(Trunked)
(a)	"EMERGENCY" USE (Police, Fire, Medical)	70	100
(b)	"NON-EMERGENCY" USE (All Other)	100	130

While these quantities are considered appropriate for most typical systems, it must be realized that the ratio of channels needed to the quantity of mobile/portable units is not necessarily linear as the quantity of mobile units increases in large trunked systems. Justification for the number of requested channels in larger systems should not be solely based on the quantity of mobile and portable units expected to be used in the system. A mathematical calculation, similar to that used in the telephone industry for trunked circuit system design, that takes into consideration the "busiest hour", "message length", "number of units in service", "unit call rate" and "grade of service" may be required to further substantiate the desired channel assignments.

10.2 LOADING FOR DIGITAL SYSTEMS:

Standards for loading on channels utilizing "digital modulation" systems are yet to be formulated. As this technology develops and becomes common place in Public Safety communications the loading requirements set forth above for analog systems will most likely be in-appropriate for efficient spectrum utilization when using "digital" modulation. Existing users migrating to digital systems and new applicants planning to use digital modulation technology in their equipment will be required to conform to new loading standards as they are developed..

10.3 TRAFFIC LOADING STUDY:

At the discretion of the Regional Review Committee should a channel shortage exist, licensees with multiple channels assigned may be required to show justification for the number of channels being used.

For trunked systems a computer generated traffic loading analysis of the actual system would be required. A showing of air time usage, excluding telephone interconnect air time, during the peak busy hour greater than 70 percent per channel on three

consecutive days will be required to satisfy loading criteria. Should the system be considered 100% loaded

the loading study should illustrate the degree of "blocking" (number of units placed in "queue", and their waiting times) during peak hours of usage.

For conventional systems an accurate vehicle inventory list along with documents such as copies of Purchase Orders, vendor invoices and packing slips accurately describing equipment regularly being used will be required.

10.4 SLOW GROWTH:

All systems in the 821-824/866-869 MHz bands will be slow growth in accordance with Section 90.629 of the Commission's Rules.

11.0 LONG RANGE COMMUNICATIONS:

During incidents of major proportions, where Public Safety requirements might include the need for long-range communications in and out of a disaster area, alternate radio communications plans are to be addressed by Primary Public Safety agencies within this sub-region. These agencies should integrate the appropriate interface to the long distance communications providers. Such long distance radio communications might be amateur radio operations, satellite communications and/or long range emergency preparedness communications systems, any of or all of which should be incorporated as part of the communications plans of those lead agencies. They then could provide the means to communicate outside the area for themselves and the smaller agencies who might need assistance. Instances as addressed in the National Public Safety Planning Advisory Committee's Plan, such as earthquakes, hurricanes, floods, widespread forest fires, or nuclear reactor problems could be a cause for such long-range communications needs.

12.0 EXPANSION OF EXISTING SYSTEMS:

Existing systems that are to be expanded to include the frequency bands of 821-824/866-869 MHz will have the mobile radios "grand-fathered", provided that they are modified in conformance with the Memorandum Opinion and Order, FCC Docket 87-112. Primarily this involves reducing the modulation to +/- 4 KHz. Existing base stations in the frequency bands 806-821/851-866 MHz may not be used in the frequency bands 821-824/866-869 MHz.

13.0

ASSIGNMENT STATISTICS:

Maximum field strength for co-channel operation is 5.0 dBu.

Maximum field strength for adjacent channel operation is 25.0 dBu.

Iterations required for solution	= 120
Number of channels used for solution	= 224
Total number of channels assigned	= 429
Total number of un-assigned channels	= 24
Total number of reserved channels	= 61
Total number of co-channels assigned	= 289

Probability of interference with the nearest:

- (a) Co-channel user is between 0% and 1%
- (b) Adjacent channel user is between 0% and 1%

14.0

EXPANSION OF INITIAL ALLOCATION:

In the event that the allocation for any county becomes depleted, the Region Review Committee shall meet to make further allocations to said county. Should this occur, the applying agency or entity shall submit the proper license and coordination applications with all applicable fees, as in any other licensing request. Allocations will be made based on the initial frequency allocation plan as mentioned above, taking into consideration the channels which were returned to the reserve pool.

15.0

INFORMATION REQUIRED WHEN SUBMITTING APPLICATIONS:

In addition to the required FCC and Coordination forms, the following supplemental data must be provided for the coordinator's use to determine compliance with the Regional Plan.

1. A statement that describes the purpose of the proposed radio equipment, for example is it a replacement for an existing system, a new communication system, or a modification to an existing system?
2. A description of the applicant's legal jurisdiction such as "the City of _____" or the "County of _____". A map, such as a County Highway map or a U.S. Geological topographical map, should be used to draw an outline of the applicant's jurisdiction.
3. The proposed location of the base station (s) must be marked on the map.
4. An accurate, graphic illustration on the map of

the 40 dBu contour expected from each base station.

5. A statement describing the proposed loading of the channel(s) being requested. Quantities, that can be verified, of vehicles, mobile radios, portable transceivers, and control stations that will be using the system must be listed along with the projected dates by which they will be placed in service. Portable transceivers should be in two categories, (1) those used full time as the sole communicating device for the bearer and (2) those used only part time to supplement a vehicle installed radio unit or other part time usage.
6. To supplement the information listed on the FCC application form, provide a copy of the work sheet used to calculate the expected ERP of the base stations.
7. A list of any lower band frequencies that will be replaced by the proposed 800 MHz system.
8. The manner in which "interoperability" with other jurisdictions will be accomplished.

16.0 **PRIORITIZATION OF APPLICANTS:**

At the present time there are no un-filled requests for spectrum usage in the 800 MHz Public Safety allocations within the Region and with the exception of the seven (7) county Minneapolis/St. Paul metropolitan area none is anticipated during the foreseeable future. To provide for such conditions should they occur however, a simple method of prioritization of requests will be used.

Until a more detailed prioritization formula is developed by the Region Review Committee the following will be used:

Public Safety Agencies	2 Points
Public Service Agencies.....	1 Point
Multi-agency System.....	2 Points
Multi-agency/Multi Jurisdiction System...	3 Points
Single Agency/Jurisdiction System.....	1 Point

16.1 **TWIN CITIES METROPOLITAN AREA PLANNING:**

At the present time a very significant planning effort is being undertaken to implement a single metropolitan-wide trunked communication system for all Public Safety systems operating in the seven (7) county metropolitan area in which the cities of Minneapolis and St. Paul and suburbs are located. This endeavor, if successful, would accomplish in a

single task a very significant portion of the long range goals set out for Region 22 in the Regional Plan. An untold number of lower band frequencies would become available for other applicants and users in the counties bordering and beyond this seven county metropolitan area.

This effort is being organized by the METROPOLITAN COUNCIL (see Exhibit "I"), a public agency of the STATE OF MINNESOTA charged with the task of fostering the coordination and integration of governmental planning and services within the seven county Minneapolis/St. Paul metropolitan area. The complexity of this issue, principal of which perhaps is its economic considerations, will require considerable time to be resolved. The Legislative approval process in itself will consume many months.

Considering the scope of this proposed system, its obvious contribution to fulfilling the goals of the National Plan, and that its feasibility is almost totally dependent upon the availability of an adequate number of radio channels, it is recommended that no authorizations for these NPSPAC channels be released in the seven (7) Minnesota counties of ANOKA, CARVER, DAKOTA, HENNEPIN, RAMSEY, SCOTT and WASHINGTON for a period of time considered necessary for the METROPOLITAN COUNCIL to complete the feasibility determination study that has already begun. The suggested cut off date for this proposed "hold" on such authorizations is June 30, 1994.

The committee realizes that other eligible applicants must not be penalized in their efforts to implement 800 MHz communications systems while waiting for other eligibles to reach a decision. As of December 1992 however, approximately 50% of the seventy (70) Public Safety Category channels in the 806 MHz allocation are un-assigned in these seven (7) counties. A similar percentage of channels 1 thru 150, shared by all users, also remain un-assigned. Considering the number of currently available channels in the metropolitan area, a hardship for other eligibles therefore is not expected during the relatively brief period of time the "hold" on authorizations is considered necessary.

17.0

APPEAL PROCESS:

At any time, any applicant may appeal an allocation, rejection, or any limits placed on a particular application for any reason. The appeal process has two levels; the Region Review Committee, and the FCC. An applicant who decides to appeal a rejection should initiate that appeal immediately upon

notification of rejection. In the event that an

EXHIBIT "A"

NOTICES AND PUBLICITY GIVEN

FOR THE FORMING OF THE

REGION 22 800 MHz PLANNING COMMITTEE

Minutes of the 800 Mhz Planning Committee
March 16, 1988

At the direction of Minnesota APCO President Judy Sullivan, a preliminary meeting was held of the Ad Hoc 800 Mhz Planning Committee. Sullivan had asked Harry Hillegas to convene the meeting. It was held at the Bunker Hill (Anoka County) Activities Center, Room C, First Floor, 550 Bunker Lake Blvd., Anoka, MN. Present were: Judy Sullivan, MN State Patrol; Harry Hillegas, Hennepin County MN; Henry Bruns, MN Dept. of Transportation; Paul Kent, St. Louis County MN Communications; Jeff Nelson, City of Minneapolis MN, Dept of Emergency Communications; Richard Richardson, City of Minneapolis MN, Public Works Radio Shop; Phillip Saunders, City of St. Paul MN; Donald Vodegal, Hennepin County MN Sheriff's Radio.

Hillegas convened the meeting at 1:05 pm.

He explained that the FCC Report and Order # 87-359 directed that APCO convene meetings in each "region". The purpose of this meeting was to start the planning process for a subsequent public forum where planning on the utilization of certain 800 Mhz frequencies would begin. It was explained that 60 days of prior public notice was required before the public meeting could occur and that this session would focus on:

- Time, date, and location of the public meeting.
- Methods of providing notice to interested parties (news release and public notice and the potential audience)
- Identifying a process for electing a chair and vice chair of the planning committee during or after the public meeting.
- Documenting the steps taken at each phase of the process.

Hillegas solicited input on someone to head and assist in a nominating committee for officers of the planning committee - once it got underway. Saunders and Vodegal volunteered for these respective roles and Hillegas accepted their offers. Hillegas asked for volunteers for the role of recording secretary and Nelson volunteered and was accepted.

Discussion followed on the various professional associations and their constituents who should be made aware of the public meeting. A list of the various associations and organizations as suggested at this meeting is attached at the end of these minutes.

Since emergency preparedness functions are specifically identified in the FCC Report and Order, Bruns agreed to contact the State Emergency Preparedness Director to get a list of potentially interested persons for the planning meeting. Saunders agreed to contact the Metropolitan Council for a similar list and to contact an associate for a mailing list of all the newspapers in the state. It was determined that everyone present had a responsibility to think about and assemble lists of potentially interested persons for the public notice and/or news release and to bring these to the next meeting.

Discussion followed on the form and content of the public notice and the news release. Nelson agreed to draft a news release by 3/31 and distribute it to the members of this group. It was agreed that a follow-up meeting should be held on 4/6/88 at 1:00 pm at Hennepin Sheriff's Radio (Golden Valley) for the

purpose of reviewing the news release and doing further planning on the public meeting. It would be the group's objective to then have the public notice and news release ready for distribution by 4/15/88. After discussion on the pros and cons of various meeting locations it was agreed that we would target to hold the public meeting on 7/13/88 at 1:00 pm in this same setting (Anoka Activities Center).

The need for some form of working fund for this endeavor was discussed and Sullivan agreed to raise this topic at the 3/31/88 Chapter meeting of APCO. Saunders suggested a \$ 500 contingency fund.

Saunders spoke about the importance of maintaining accurate records of participants and the activities of this entire planning process for use in the future should an issue become contested. To that end he volunteered to create a form which would seek information on attendees at the public meeting with particular attention to the type of service(s) they represented.

Other topics discussed:

- Hillegas' office will provide clerical support for mailings, etc..
- News release should identify (break down) who is eligible and potentially benefits from participating in this planning process.
- Some mention of the market value of this spectrum allocation should be made to communicate the importance of this planning effort.
- Things/Issues for Public Meeting: Handouts, tape recording the session, PA system, Agenda, time for public comments, time line, possible inventory of existing systems and users.

The meeting concluded at 3:00 PM.

See attachment for preliminary list of possible recipients of public notice and/or news release.

Submitted by,

J. J. Nelson



ASSOCIATED PUBLIC-SAFETY

Minnesota Chapter

PUBLIC NOTICE

ANNOUNCEMENT OF THE INITIAL MEETING OF THE
REGIONAL PLANNING COMMITTEE FOR RADIO FREQUENCIES
IN THE 821-824/866-869 MHz BAND FOR USE BY PUBLIC SAFETY
AND SPECIAL EMERGENCY RADIO SERVICES WITHIN
THE STATE OF MINNESOTA, REGION 22.

Having been duly certified to the Federal Communications Commission (FCC) by the Associated Public Safety Communications Officers, Inc. (APCO) as the Convenor of an initial meeting of representatives of parties eligible for radio authorizations in the Public Safety and Special Emergency Radio Services to establish a Regional Planning Committee within the State of Minnesota, Region 22 as designated by the FCC, I hereby give Public Notice that such an initial meeting will be held on:

Date: July 13, 1988
Time: 1:00 P.M.
Place: Anoka County Activity Center
550 Bunker Lake Blvd., N.W.
Andover, Mn.

The responsibility of this Regional Planning Committee will be to develop a Plan for the utilization of newly allocated radio frequencies in the 821-824/866-869 Mhz band for use by both the Public Safety and Special Emergency Radio Services. Parties interested in this regional planning process are invited to attend this meeting.

This Public Notice is issued in accord with the FCC's Report and Order in General Docket 87-112, adopted November 24, 1987 and released December 18, 1987.

The Report and Order was based in large part on the Final Report of the National Public Safety Planning Advisory Committee which was submitted to the FCC on September 9, 1987.

Copies of both the Report and Order and the Final Report are available from the FCC's duplication contractor, International Transcription Services, Inc., Suite 140, 2100 M Street N.W. Washington, D.C. 20037.
Telephone (202) 857-3800.

H.P. Hillegas
Region 22 Convenor
c/o Hennepin County
A-2309 Government Center
Minneapolis, Mn. 55487-0239
Telephone (612) 348-5555


(Convenor's Signature)

APRIL 6, 1988
(Date)

NEWS RELEASE

For Release on May 9, 1988

Regional Public Safety Frequency Planning Meeting Set

It was announced today that the first in a series of formal public meetings will be held Wednesday, July 13, 1988 at 1:00 pm for the purposes of planning future uses of public safety radio frequencies in Minnesota.

This initial meeting and the follow-up activities are required by the Federal Communications Commission (FCC) to further development of regional plans for use of certain 800 Megahertz radio frequencies in the Public Safety and Special Emergency Radio Services. The meeting is being convened under the auspices of the Minnesota Chapter of APCO (Associated Public Safety Communications Officers, Inc.). APCO, with national membership, has been recognized and given authority by the FCC to initiate and coordinate the planning process throughout the United States.

The release of certain radio frequencies in the 800 Megahertz spectrum for use by public safety and special emergency services followed lengthy deliberations by the FCC. Popular estimates of the value of these frequencies for commercial and broadcast use has been placed in the billions of dollars had they been made available to these interests. In its Report and Order on the release of the frequencies the FCC has required that regional plans be developed before licenses will be issued to public safety or special emergency agencies.

This first planning meeting in Minnesota will be convened by Mr. Harry Hillegas who can be contacted at (612) 348-5555. The meeting will be held at the Anoka County Activity Center, 550 Bunker Lake Blvd. NW, Andover, MN at 1:00 pm on July 13, 1988.

-end of release-

Released by:

J. J. Nelson
Recording Secretary
800 Mhz Planning Committee
Region 22 - Minnesota
c/o Room 316 - City Hall
Minneapolis, MN 55415
(612) 348-7210

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State of Minnesota

State of Minnesota

MINCIS TXT Message

Request for Statewide Broadcast

Notice of Public Meeting Regarding Public Safety Radio Frequencies:

On Weds., July 13, 1988 at 1:00 pm a public organizational meeting will be held for the purpose of planning the use of certain 800 Mhz radio frequencies. This meeting and subsequent planning sessions are required under an FCC plan which has set aside more than 200 radio channels in the 800 Mhz spectrum for use by Public Safety and Special Emergency service providers.

The FCC has required that a regional plan be created concerning the use of these radio frequencies before any licenses will be issued. Details on this first planning meeting are:

Place: Anoka County Activity Center
550 Bunker Lake Blvd., N.W.
Andover, MN

Time: 1:00 pm, July 13, 1988

Attendance at this meeting ~~is~~ by representatives of public safety agencies is particularly encouraged. For more information contact Harry Hillegas at (612) 348-5555 or Jeff Nelson at (612) 348-7210.



ASSOCIATED PUBLIC-SAFETY COMMUNICATIONS OFFICERS, INC.

Minnesota Chapter

May 10, 1988

Minnesota State Sheriff's Association
c/o Holly Lack - Executive Director
Box 623
South St. Paul, MN 55075

Re: 800 Mhz Planning Meeting

Dear Director Lack:

Attached is some information which may be of interest to the members of your association. The Minnesota Chapter of APCO would greatly appreciate it if you could make your members aware of this information (in original or excerpted form) at the earliest possible date.

Should you have any questions please call me at (612) 348-7210 or Harry Hillegas at the number shown on the Public Notice.

Sincerely,

J. Jeffrey Nelson
Recording Secretary
800 Mhz Planning Committee
Region 22 - Minnesota